

<p style="text-align: center;"><b>TOPIC 6</b> <b>NAVY PROGRAMS - OPPORTUNITIES AND RESPONSIBILITIES</b></p>
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ENABLING OBJECTIVES:

- 6.1 **REVIEW** the concept of Quality of Life.
- 6.2 **IDENTIFY** the different factors that affect Quality of Life.
- 6.3 **DISCUSS** examples of Navy Programs that provide opportunities and demand responsibilities.
- 6.4 **EXAMINE** the obligations of the Chief Petty Officer in advancing Navy Programs.

ALLOTED TIME:

2.5 hours

STUDENT PREPARATION:

A. Student Support Material:

- 1. Student Guide, NAVEDTRA 38202-B  
(1 per student)

B. Reference Publications: None

C. Topic Preparation: None

INSTRUCTOR PREPARATION:

A. Review related student material.

B. Reference Publication: None

C. Supplemental References:

These readings are suggested as additional sources of information. Although not required, you are encouraged to review them to broaden your perspective of the lesson.

- 1. NAVEDTRA 12047, Military Requirements for Chief Petty Officer, Pensacola, FL, 1991.
- 2. NAVEDTRA 12966, Naval Orientation, Pensacola, FL, 1991.
- 3. LINK, The Enlisted Professional Bulletin of the U.S. Navy (current edition), NMPC, Millington, TN.
- 4. Navy Programs. Available:  
<http://www.lifelines2000.org/rights/home.asp>

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D. Training Materials Required:

3. Videos: None

1. From Student Guide:

- a. TS 6      Navy Programs –  
                 Opportunities And  
                 Responsibilities
- b. OS 6-1    Navy Programs -  
                 Opportunities And  
                 Responsibilities
- c. IS 6-2    Education And Training  
                 References/ Resources  
                 Available
- d. IS 6-3    Commissioning Opportunities

2. Transparencies:

- a. TP 6-1    Navy Programs –  
                 Opportunities and  
                 Responsibilities
- b. TP 6-2    Enabling Objectives
- c. TP 6-3    Navy Programs

DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p>1. Introduction</p> <p>Over and over again, we hear and read that the U.S. Navy is the best trained, most capable, most deployable Navy in the world. We have put into motion substantial efforts to make our capabilities even more robust – guaranteeing Sailors the tools, the training, and the technology needed to perform at the highest levels.</p> <p>We continually profess the values of effective leadership and efficient management, but the one most significant component to all of these is our people.</p> <p>The Navy recognizes this as a fact. Our Sailors and their families are in the forefront of the Navy’s concern. You, the Chiefs, must act as lead agents in communicating our message – we cannot promote the overall quality of our organization without simultaneously promoting the quality of the lives of those who make the organization move.</p>	<p>1. <b>Display</b> TP 6-1, Navy Programs – Opportunities and Responsibilities</p> <p><b>Display</b> TP 6-2, Enabling Objectives. State the enabling objectives.</p> <p><b>Refer</b> to TS 6, Navy Programs – Opportunities And Responsibilities, and review the enabling objectives.</p> <p><b>Refer</b> to OS 6-1, Navy Programs - Opportunities And Responsibilities.</p>
Chief Petty Officer Indoctrination	6-3

DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p>The collective term Navy Programs include formal and informal statements of opportunities and responsibilities that concern all Sailors. Navy Programs are established to advance the general welfare of our personnel while accomplishing missions of commands. Therefore, it is imperative that we consistently insist from our Chiefs their personal commitment to explore and understand all pertinent Navy programs. Additionally, Chief Petty Officers are obligated to <u>lead by example</u> and adhere to the policies and guidelines that come with any of the Navy Programs.</p> <p>2. Quality of Life</p> <p>The quality of life is a direct reflection of an individual's satisfaction with his/her work and home environments. This degree of satisfaction has a direct bearing on the command climate. Navy leadership has made Quality of Life one of its top priorities; so must each Chief Petty Officer.</p>	<p><b>Display</b> TP 6-3, Navy Programs.</p> <p><b>Question:</b> What is your definition of Quality of Life?</p> <p>(Answers may vary)</p>
Chief Petty Officer Indoctrination	6-4

DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p>Quality of Life covers a subject that pervades virtually every facet of leadership, communications, subordinate development, and management. In reality, everything a Chief does has a direct impact on the quality of life of subordinates, yet the Chief (and the subordinates themselves) actually control only a portion of the numerous factors that influence Quality of Life.</p> <p>A high quality of life helps to ensure positive feelings of self-worth, and this aids job performance and retention. Retention is an important issue because every Sailor retained means one less person who has to be retrained to maintain the high state of command readiness.</p> <p>3. Navy Programs</p> <p>If we are to list all programs in the Navy that are in effect, we would need a lot more than the three days we have to present this CPO Indoctrination Course. It is probably not a stretch to say that there is a program or directive that covers everything we do in the Navy. The courses of action prescribed by the Navy range from Alcohol/Drug/Substance Abuse to Suicide Prevention, from Equal Opportunity to Sexual Harassment, from Advancement and Training to Retirement.</p>	<p><b>Question:</b> What are some of the factors that affect Quality of Life in the Navy?</p> <p>Living conditions</p> <p>Working conditions</p> <p>Morale</p> <p>Pay</p> <p>3. <b>Note:</b> Link the different factors that affect Quality of Life with the various Navy Programs.</p> <p><b>Question:</b> What are some of the obstacles that prevent Sailors from using the programs available?</p> <p>Knowledge of their existence</p> <p>Availability</p> <p>Command Support</p> <p>Command Awareness</p>

DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p><u>Your responsibility is not to memorize everything out there. Your responsibility is to be aware that these programs exist for specific purposes, and be able to do additional research on any specific issue that may affect yourself, your shipmates, and your command.</u></p> <p>From opportunities to responsibilities, the following examples are mere fractions of the myriad of Navy Programs that the Chief needs to know:</p> <p>a. Pay and Allowance</p> <p>The competitiveness of the Navy's Comprehensive Military Compensation System relative to the compensation that may be offered outside the military is a vital concern to every Sailor.</p> <p>In other words, the adequacy of a paycheck is very important in the mind of every service member. The Navy has made significant progress in this area. Besides basic pay, Sailors get allowances and financial incentives that are comparable, if not better, with many private corporations. The key is to realize the resilient value of intangible benefits as factored-in with our military pay.</p>	<p><b>Question:</b> What are intangible benefits? Give examples (Intangible benefits are those assets and advantages that are not exactly convertible to material or physical forms, but exist to promote well-being).</p> <p>Navy Exchange purchases without taxes</p> <p>Commissary privileges</p> <p>Hospital visits</p>

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<p>b. Health Care</p> <p>Health care is provided to Sailors and their families as a benefit of being members of the Navy community. The Department of Defense operates one of the nation's largest health care systems. Navy clinics and hospitals consistently receive high rankings by the Joint Commission on Accreditation of Health Care Organizations, which oversees both military and non-military medical facilities.</p> <p>Military health care includes a broad spectrum of services, such as medical and dental care. Those of us who are aware of civilian medical/dental expenses can confidently attest that active duty medical/dental care are real benefits.</p> <p>c. Change of Duty Stations (Transfers) and Housing</p> <p>In the Navy, transfers are inevitable. But just knowing it will come doesn't make the move any easier. What makes it a little easier is knowing what information you need, where to get that information and what policies apply.</p>	<p><b>Question:</b> There are some of us who have stories to tell concerning medical or dental expenses in the civilian community, let's share some.</p> <p>(Answers may vary)</p> <p><b>Note:</b> Address who should be screened for Exceptional Family Member.</p> <p><b>Note:</b> Due to limited availability on the ship, medications should be taken care of before deployment.</p> <p><b>Note:</b> Mention the availability of free over the counter medications at the branch medical clinics.</p> <p><b>Question:</b> Name some of the Navy programs that pertain to transfer of personnel. Briefly describe each.</p> <p>Permanent Change of Station (PCS)</p> <p>Temporary Assigned Duty (TAD)</p> <p>Household Moves (HHG)</p> <p>Do It Yourself Moves (DITY)</p>

DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p>Sailors have to be familiar with all applicable guidance on how to conduct any transition efficiently and with little stress as possible.</p> <p>Government-provided housing may not be for everybody. Its up to the individual to realize what he/she is entitled to and the appropriate benefits of these entitlements.</p> <p>d. Family Assistance</p> <p>Out of concern for the total welfare of Navy members and their families, the Navy has gone beyond the primary considerations of medical, dental, and housing to offer assistance in many other areas. Most of these are provided through the auspices of Fleet and Family Services.</p>	<p>Temporary Living Allowance (TLA)</p> <p>Dislocation Allowance (DLA)</p> <p>Sponsor Program</p> <p><b>Question:</b> Based on your personal experiences, tell us about some of the advantages or disadvantages of living in government quarters.</p> <p>(Answers will vary)</p> <p><b>Note:</b> Explain how Sailors can check availability of housing worldwide (<a href="http://www.housing.navy.mil">www.housing.navy.mil</a>).</p> <p><b>Question:</b> Despite the availability of strong network of support and services, many of our Sailors are still reluctant to seek help. Why is this so?</p> <p>Personal pride</p> <p>Ignorance of available help</p> <p>Distrust of the system</p> <p>Stigma attached to seeking help</p>



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<p>Assistance includes Relocation Program, Spouse Employment Program, Sponsor Program, Ombudsman Program, Exceptional Family Member Program, New Parent Support Program, Family Advocacy Program, Victim Support Services, Transitional Compensation for Abused Family Members, and many others.</p> <p>e. Morale, Welfare, and Recreation (MWR)</p> <p>The Navy provides an array of local MWR programs both ashore and afloat. Recreation programs are designed to support personnel needs as well as Navy readiness. They offer activities and services that include sports and fitness, outdoor recreation, fleet recreation, auto hobby centers, youth activities, and many more.</p> <p>f. Legal Services</p> <p>The legal complexities of today make the world we live in an especially intimidating place at times. Whether it's a new or used car, renting an apartment, buying a home, paying taxes or writing a will, the legal intricacies are there to confound us all, adding stress in our lives.</p>	<p><b>Question:</b> What MWR program/s have you or your family used most? Why?</p> <p>(Answers will vary)</p> <p><b>Note:</b> Generate a discussion on what MWR facilities are available to Sailors and their families.</p> <p><b>Question:</b> At this point of your career, you probably have already sought some form of legal assistance. Give the class your thoughts about this benefit.</p> <p>(Answers will vary)</p>

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<p>Fortunately, Sailors and their family members have the right to free legal advice and assistance under the Navy Legal Assistance Program. In the Navy, legal assistance is legal aid and advice for most personal non-criminal matters.</p> <p>g. Education Opportunities</p> <p>Education is an essential part of every service member's career. The Navy provides Sailors with a wide variety of programs to assist them in every facet of education. Whether its fulfilling requirements for a high school diploma, earning an equivalency certificate or completing a college degree, education is accessible to all Sailors through several Navy educational programs.</p>	<p><b>Question:</b> What level of services does Navy Legal Service Office (NLSO) provide?</p> <p>Wills</p> <p>Powers of Attorney</p> <p>Attorney Services</p> <p>Review leases and contracts</p> <p><b>Question:</b> Name some of the educational programs you are aware of and give a brief description of each.</p> <p>Navy College Program</p> <p>PACE</p> <p>DANTES</p> <p>G.I. Bill</p> <p>Tuition Aid</p> <p>Apprenticeship Programs</p> <p>Journeyman Programs</p>

DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p>As you all know, educational achievement is critical for both in-service promotion and advancement, as well as preparation for later transition to a civilian career.</p> <p>h. Advancement</p> <p>Ask any successful Sailor about their secret of success, you will get a common answer, they “know how the advancement system works.” Being familiar with applicable Navy policies and the behind-the-scenes operation of the system gives you the edge towards success.</p> <p>Advancement entails many other benefits and responsibilities beside increase in pay and studying for examination. Preparation for advancement starts from the day the Sailor completes boot camp and continues throughout his/her career.</p>	<p><b>Refer</b> to IS 6-2, Education And Training References/Resources (allow students to quickly scan sheet). Briefly describe each (encourage students to add to the list).</p> <p><b>Question:</b> To what do you credit your success in reaching the career milestone of advancement to Chief Petty Officer?</p> <p>(Answers will vary)</p> <p><b>Question:</b> What are some of the tools available to Sailors for advancement?</p> <p>Rate training manuals</p> <p>PARs</p> <p>BMRs</p> <p>Bibliography sheets</p> <p>Professional development boards</p>

DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p>Benefits include prestige, increase in authority, privilege of additional information, network of key personnel, and a bridge towards future career.</p>	<p><b>Note:</b> Briefly review with the students the selection process for Chief Petty Officers.</p>
<p>Responsibilities include sharing lessons learned, inspiring and motivating others to strive for success (despite some frustrations), and playing the role.</p>	
<p>i. Selection Boards</p> <p>The advancement system for senior enlisted personnel differs in significant ways from the system for junior personnel. The key to making the system work for you is understanding the selection board process. All of you have obviously done the right thing – now its up to you to share what you have learned with your juniors and be part of their success as well. In addition, it is never too early to prepare for the next promotion. Strengthen that bridge you’re building toward the future.</p>	



## l. Equal Opportunity

The Navy Equal Opportunity (EO) Program defines the policies, regulations, responsibilities, and actions required by all commands. It also presents the Navy's posture toward EO and how this translates into Command Managed Equal Opportunity (CMEO).

The Navy strongly advocates the belief that racial, religious, ethnic, cultural, or sexual bias should not be a factor in either the accusatory or the punitive phase of any disciplinary action. This includes denial of opportunities for advancement or appointment to positions of higher authority and responsibilities.

## m. Sexual Harassment

Sexual harassment is a form of discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. The Navy considers sexual harassment as a leadership issue.

**Question:** What is Equal Opportunity to you?

(Answers will vary)

**Question:** When are command assessments conducted?

When the CO determines one is needed.

DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p>n. Fraternization</p> <p>Fraternization is defined as any personal relationship between seniors and subordinates that are unduly familiar, and do not respect the differences in rank and grade. Senior – subordinate refers not only to officer/enlisted relationships, but to officer/officer and enlisted/enlisted as well.</p> <p>o. Family Home Care/Single Parenting</p> <p>Child care is a major concern of single parents. The Family Home Care (FHC) program allows military spouses to provide child care in military housing. Single parent status should not be viewed as a deterrent to pursuing a successful Navy career as long as the parent accepts full responsibility for his/her child. Fleet and Family Service Centers provide multiple assistance for the single parents through dissemination of information, counseling, education, and referrals.</p>	<p><b>Question:</b> Why do you think the Single Parenting Program is important to the Navy?</p> <p>We have a growing population of Sailors who are in this category. And although they are not in an ideal situation, the Sailors themselves are very important to the Navy. The Navy wants to retain the good people it has.</p> <p><b>Note:</b> Be advised that married couple or single parents on active duty must have a dependent care certificate.</p>

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<p>p. Wellness and Physical Readiness</p> <p>Chiefs are not strangers to any program leading to the wellness or physical readiness of Navy personnel. The impression is, the Chief is looked upon as a model of good health and physical fitness. Wellness and physical readiness of Sailors are not seasonal events in the Navy culture. They are routine, everyday concerns that affect professional and organizational effectiveness, morale, and combat readiness!</p> <p>q. Alcohol and Drug Abuse Prevention</p> <p>The Navy is responding to a very common and destructive societal issue and has established policies and procedures for the prevention and control of alcohol and drug abuse. Implementation of all policies and directives are subject to federal statutes.</p>	<p><b>Note:</b> Tap into the knowledge and experience of the students and briefly discuss the high points of the Navy Physical Readiness Program.</p> <p><b>Question:</b> Is alcohol or drug abuse a major problem in the Navy?</p> <p>Relative to the societal problem, alcohol and drug abuse is not a major problem in the Navy. This may be proof-positive that our programs are working.</p>



DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p>Alcohol and drug abuse by members of the Armed Forces is incompatible with the maintenance of high standards of performance, military discipline, readiness, and mission accomplishment. The goal of the Navy is to be free from the ill-effects of alcohol and drug abuse; the illegal possession of and/or the trafficking of drugs by naval personnel; and the wrongful possession, use, distribution, or promotion of drugs or drug abuse paraphernalia.</p> <p>Military members determined to be using drugs, in violation of applicable provisions of the Uniform Code of Military Justice (UCMJ), federal, state, or local statutes shall be disciplined and processed for separation as appropriate.</p> <p>Know these programs as much as you can. Realize that there are mechanisms put into place to help Sailors avoid and prevent problems.</p>	<p><b>Note:</b> Emphasize that the most important operating principle in this program is PREVENTION.</p>

DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p data-bbox="237 168 646 204">r. Financial Responsibility</p> <p data-bbox="285 253 1016 461">The Navy estimates that a significant number of our Sailors, officers and enlisted, experience some form of financial mismanagement. Among the recurring indications that led us to believe that this is true are:</p> <ul data-bbox="344 513 1016 1026" style="list-style-type: none"> <li data-bbox="344 513 1016 636">• Increased disciplinary problems related to financial problems, including personal and marital conflicts.</li> <li data-bbox="344 685 835 721">• Increased cases of bankruptcy.</li> <li data-bbox="344 769 890 854">• Increased bounced checks at Navy Exchanges and Commissaries.</li> <li data-bbox="344 902 949 1026">• Increased caseload and requests for monetary assistance reported by Navy Relief Society.</li> </ul> <p data-bbox="285 1075 978 1325">Consequences that usually follow financial problems involve marital and family discords, deterioration of emotional and physical health, alcohol and substance abuse, breakdown of social relations, and substandard job performance.</p>	<p data-bbox="1098 253 1848 376"><b>Question:</b> Based on your knowledge, relate to the class incidences that may have contributed to financial difficulties.</p> <p data-bbox="1289 425 1583 461">(Answers will vary)</p> <p data-bbox="1098 509 1801 587"><b>Question:</b> Could we prevent these incidences? How?</p> <p data-bbox="1178 636 1890 760">Yes. Generally common incidences of financial mismanagement could have been prevented by proper planning and sensible execution.</p> <p data-bbox="1098 808 1797 886"><b>Question:</b> After the fact, how can we help our Sailors recover from their financial problems?</p> <p data-bbox="1192 935 1701 971">Counseling by chain-of-command</p> <p data-bbox="1192 1019 1646 1055">Referral to appropriate agency</p> <p data-bbox="1192 1104 1730 1140">Effective supervision and leadership</p> <p data-bbox="1098 1188 1856 1266"><b>Note:</b> Make students aware of the Navy's Personal Financial Management and BEARINGS courses.</p>

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<p>s. Retirement</p> <p>One of the major attractions of a military career has always been the retirement package. It provides an element of security as well as a chance to embark on a second career, while still enjoying many benefits of the first.</p> <p>4. Obligations of Chief Petty Officers</p> <p>As Chief Petty Officers, you exercise significant influence over your work environment and over the personal and professional lives of Sailors. It follows, therefore, that your influence affects the quality of life in the Navy. And quality of life entails opportunities as well as responsibilities.</p> <p>Your influence should not be taken lightly. Your influence should be used as a two-prong tool that both educate our Sailors as to the available opportunities and to the responsibilities that accompany those opportunities.</p>	<p><b>Question:</b> (Same question as asked before) Why even mention this now?</p> <p>Its never too early to prepare</p> <p>Whether we plan for it or not, it will come.</p> <p>4. <b>Question:</b> As a Chief, what are some situations where you can influence the personal of professional directions of Sailors, using the different Navy programs.</p> <p>Sharing correct information about applicable programs.</p> <p>Helping Sailors in locating applicable sources of assistance and services.</p> <p>Effective counseling on available opportunities and their corresponding responsibilities.</p> <p>Leading by example.</p> <p><b>Note:</b> Chief Petty Officers should have the clearest vision of a Sailors rights and responsibilities.</p>

DISCUSSION POINT	RELATED INSTRUCTOR ACTIVITY
<p>Chief Petty Officers must be informed on the different programs and services provided to Navy personnel and help implement them appropriately. The Chief's position in the chain of command confers an obligation for the correct interpretation and enforcement of the policies and practices that embody all Navy programs. The Chief is also in a position to make recommendations concerning improvements and/or changes to applicable policies.</p> <p>From a leadership standpoint, the Chief is an important conduit of information between subordinates and seniors, as well as an enforcer of corresponding responsibilities. This is not to say that the Chief is expected to have all the answers to all Navy programs nor make anybody qualify for a program that is beyond an individual's ability or interest. The key to the Chief's obligation is to be familiar with the various resources available to Navy personnel.</p> <p>The Chief points the way. The rest is up to each individual to explore and use.</p> <p>5. Summary</p>	<p>5. Summary</p> <p>Quality of Life</p> <p>Navy Programs – Opportunities and Responsibilities</p> <p>The Chief's Obligation</p>